

NOVEMBER 18, 2019

The Regular Meeting of the Lake Benton City Council was held on Monday, November 18, 2019 at 5:30 P.M. in the Heritage Center/City Office. Acting Mayor Rosie DeZeeuw, Trustees Mark Dunn, Dave Enke, and Daryl Schlapkohl were present. City Attorney Mike Cable and Mayor Bob Worth were absent. City Administrator/Clerk Eileen Christensen and Shelly Finzen from the Lake Benton Valley Journal were also present.

Acting Mayor Rosie DeZeeuw called the meeting to order. The Pledge of Allegiance was recited by all present.

Acting Mayor Rosie DeZeeuw then asked if anyone in attendance had an item, not on the agenda, to bring up during the Open Forum part of the meeting. If so they had two minutes to state their concern. No items were brought forward at this time.

The minutes of the Regular Meeting of November 4, 2019 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to approve the minutes of the Regular Meeting of November 4, 2019. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

ITC	\$	322.07	USTI	\$	1.36
QUARNSTROM/DOERING	\$	1,455.50	L-P RURAL WATER	\$	3,812.67
RETHWISCH & SON	\$	1,421.31	EXPRESSWAY-LB	\$	350.12
RICK'S WELDING	\$	815.98	CITY OF LAKE BENTON	\$	192.29
SASSY CAKES	\$	250.00	POSTMASTER	\$	109.55
UTILITY CONSULTANTS	\$	954.87	CHAMBER-CVB	\$	583.98
SW SANITATION	\$	3,595.48	MOCIC	\$	75.00
CARDMEMBER SRVCS	\$	1,228.35	ONE OFFICE SOLUTION	\$	17.90
LINCOLN CTY HIGHWAY	\$	119.09			

MOTION by Mark Dunn, seconded by Dave Enke to approve payment of the claims presented against the City of Lake Benton. Motion carried and the Acting Mayor authorized the City Administrator/Clerk to make payment.

Three rehab grant checks (Contractor request of \$8,915.40 to Nick Spoelstra Construction, \$900.00 to Scarcely, and \$46.00 to the Lincoln County Recorder) were presented for payment. The funds have been requested and were deposited into the account. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve payment of the rehab grant checks presented. Motion carried.

The next item of business was to review/act on the HSA Adoption Agreement and FSA Adoption Agreement. The Council previously approved the Health Saving Account (HSA) for the full-time employees to begin January 1, 2020. Administrator/Clerk Eileen Christensen requested Council approval for the following agreements:

- The Adoption Agreement which is a contract between Further and the City's Service Cooperative, now part of the Minnesota Healthcare Consortium, stating the City agrees to the terms of the Master Services Agreement with respect to the HSA cafeteria plan and the cost of those services.
- The Master Service Agreement which is the contract between Further and the City's Service Cooperative, now part of the Minnesota Healthcare Consortium, stating the City agrees to the terms of the Master Services Agreement with respect to the HSA cafeteria plan and the cost of those services.

MOTION by Mark Dunn, seconded by Dave Enke to approve the Adoption Agreement and the Master Service Agreement for the City's Health Care Savings Account. Motion carried.

Administrator/Clerk Eileen Christensen also requested the City restate its cafeteria plan by adopting the Further Flexible Benefit Plan and applicable Benefit Summaries (collectively the "Plan Document"), and authorize Administrator/Clerk Eileen Christensen's signature. **MOTION** by Dave Enke, seconded by Mark Dunn to adopt the Further Flexible Benefit Plan and applicable Benefit Summaries (collectively the "Plan Document"), and authorize Administrator/Clerk Eileen Christensen's signature. Motion carried.

The next item of business was to review/act on a Resolution Establishing Combined Polling Places for Elections in 2020. City Administrator/Clerk Eileen Christensen informed the Council effective July 1, 2017, Minnesota Statutes Chapter 204B, requires all cities and townships to pass a resolution by December 31st of each year establishing a combined polling place for any elections in the following year. The Resolution is establishing a designated polling place for all elections at the Lake Benton Area Community & Event Center at 114 South Center Street, Lake Benton, MN. Included in the resolution are combined townships of Diamond Lake, Drammen, Lake Benton and Verdi because they use the same facility at the same time as the City of Lake Benton. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to adopt the Resolution Establishing Combined Polling Places for Elections in 2020 at the Lake Benton Area Community & Event Center at 114 North Center Street, Lake Benton, MN. Motion carried.

The next item of business was to review/act on the 2019 Audit Engagement Letter with Kinner and Company. The proposal for the 2019 audit will not exceed \$10,250.00 which is a 2.75% increase over the 2018 audit of \$9,975.00. **MOTION** by Mark Dunn, seconded by Dave Enke to approve the 2019 Audit Engagement Letter with Kinner and Company for \$10,250.00. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Dunn – No report.

Trustee Dave Enke – The EDA met last week and discussed in-house business related items.

Trustee Daryl Schlapkohl – No report

Trustee Rosie DeZeeuw – The Chamber met last week and the Opera House sold 297 tickets through six shows for the fall play. The Chamber will attend the Sportsman's Show in Sioux Falls March 12-15, 2020 and will partner with Glacial Lakes. The Christmas tree walk is scheduled December 2 through January 3 with 13 trees to be decorated. The lighting contest is currently being held with judging taking place December 13, 2019. The winner will be announced at Santa Clause Day on Saturday, December 14, 2019. The November business of the month is Country Side Nursery and December's business of the month is the Lunch Box. The new T-shirts are in and ready to sell. Trunk or Treat was a great success with 19 vehicles and 100 attendees.

ADMINISTRATOR/CLERK REPORT:

Buffalo Ridge Wind Energy Center is inviting the City officials to a landowner dinner on Wednesday, December 4, 2019 from 5:30 to 7:30 PM at the American Legion in Pipestone. Mayor Bob Worth will be attending and if anyone else would like to attend please let Administrator/Clerk Eileen Christensen know before November 27, 2019 so she can RSVP to Next Era Energy. The City office will be closed Thursday and Friday, November 28-29, 2019 in observance of the Thanksgiving Holiday.

There being no further business to come before the Council at this time, a **MOTION** was made by Mark Dunn, seconded by Dave Enke and carried, the meeting adjourned.

MAYOR

ADMINISTRATOR/CLERK